

The following materials must be received by the U.S. Citizenship and Immigration Services no later than 60 days after your program end date (completion of studies). You must be in fulltime F-1 status to be eligible for optional practical training. **It can take USCIS 70-90 days to approve your OPT application.** Please contact Center for International Programs at 812/465-1248 if you have any questions.

You will need the following documents:

- I-765 Form <https://www.uscis.gov/i-765>
 - If you will mail your documents: Download the PDF and type out the responses on the computer, do not handwrite. Do not open in a web browser to complete; download the PDF and open with Adobe.
 - List your eligibility code in question 27 as (c) (3) (b) for post-completion OPT.
- Copy of I-20 Form with OPT recommendation issued by CIP (must meet with CIP to receive I-20)
- Copy of previous I-20(s), if you've be previously authorized for CPT
- Fee of \$410, payable to U.S. Department of Homeland Security
 - If mailing your application:
 - Can use a personal check or money order
 - Can pay by credit card by completing form G-1450
- 2 colored passport photographs
 - If mailing your application:
 - Write your full name and SEVIS ID number on the back, in pencil and write lightly
- Photocopy of your passport and F-1 visa (identification pages and F-1 visa page)
- Photocopy of I-94
- If applicable:** Photocopy of both sides of previously issued Employment Authorization Document (EAD)

The Center for International Programs will submit your application to USCIS if you would like, only after meeting with you to review all of the documents. If you would like it sent via express mail, please check with CIP regarding the cost. If you choose to submit your application own your own, it is important to keep a copy of all of the documents submitted to USCIS.

Online Application: You can submit the OPT application online. You will go to www.uscis.gov and go to "Forms" then "File Online" and then "Forms Available to File Online". Look for the I-765 application. It is highly recommended to review your application with CIP before submitting online to ensure you have all of the required documents.

To mail your application:

For U.S. Postal Service

USCIS
P.O. Box 805373
Chicago, IL 60680

*For Express mail & commercial courier deliveries
(FedEx, UPS, DHL)*

USCIS
ATTN: I-765 C03
131 South Dearborn- 3rd Floor
Chicago, IL 60603-5517